

NATIONAL SECURITY AGENCY

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MEMORANDUM FOR NICHOLAS PLATT
Executive Secretary
Department of State

COLONEL JAMES F. LEMON
Executive Secretary
Department of Defense

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Executive Secretary
Central Intelligence Agency

CAPTAIN JOSEPH C. STRASSER
Executive Assistant to the Chairman
Joint Chiefs of Staff

MR. WILLIAM STAPLES
Executive Secretary
Arms Control and Disarmament Agency

MR. LARRY R. TAYLOR
Executive Secretary
U. S. Information Agency

SUBJECT: Travel to Reykjavik

Severe space limitations and the logistical requirements dictate the need to coordinate fully all travel to Iceland between now and October 15. Accordingly, the White House Operations Coordinating Committee will serve as a clearing house for establishing agency needs. Subsequent to this coordination, agencies should submit their plan for White House approval by no later than Monday, October 6. You will be advised promptly of decisions on travel to Reykjavik.

That President has directed that the number of additional persons traveling to Iceland will be kept to the absolute minimum required. Your full cooperation in this effort is greatly appreciated.

Rodney D. McDermott
Executive Secretary